

**Department of Mental Health and Addiction Services
Southwest Connecticut Mental Health System
JOB OPPORTUNITY
Head Nurse 104860
Co-Occurring Disorders Treatment Unit (CTU)**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Public

Location: Greater Bridgeport Community Mental Health Center, 1635 Central Ave, Bridgeport CT

Program/Unit: Co-Occurring Disorders Treatment Unit (CTU)

Salary: \$ 57,367 - \$77,679

Shift/Schedule/Hours: 1st shift, 8:00 a.m. to 4:30 p.m., every other weekend and rotating holidays, 72-72-80

Posting Date: December 6, 2013

Closing Date: December 15, 2013

Duties may include but not limited to: The CTU day shift head nurse leads the planning of and ensures the effective delivery of nursing care to clients on the Co-Occurring Treatment Unit; utilizes various nursing methods and interventions for individualizing the nursing plan of care based on the patients needs and preferences; plans unit workflow and determines priorities; schedules, assigns, oversees and reviews work; makes recommendations for personnel actions such as selection, discipline and performance; conducts or assist in conducting performance evaluations; leads professional and paraprofessional nursing staff in provision of patient/client care; maintains and promotes standards of nursing care as it relates to Joint Commission, CMS, and Hospital Service Division standards; ensures that crash cart policy and procedures are followed and all medical equipment is in good working condition; identifies staff development needs; provides orientation for new staff as well as ongoing training and assistance; instructs staff regarding policies and procedures; participates in interdisciplinary meetings to promote and ensure adjustment and continuity of patient/client care programs; responds to emergencies; may make recommendations on policies and standards; performs other related duties as required.

General Experience: Two (2) years of experience as a Registered Professional Nurse

Special Experience: One (1) year of the General Experience must have been working with the type of patients and/or clients serviced by the agency.

Substitution Allowed: A Bachelor's degree in Nursing may be substituted for one (1) year of the General Experience.

Special Requirement: Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse in Connecticut.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions: **DMHAS employees who are lateral transfer candidates** (example: Head Nurse applying to a Head Nurse posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12). **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:

**Gabriela S. Flores, Human Resource Associate
Southwest Connecticut Mental Health System
Human Resources, 97 Middle Street, Bridgeport CT 06604
Fax: (203) 579-6315
Email: SWCMHS.recruit@ct.gov**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply.